



Job Title:	Maintenance Manager	Job Category:	Maintenance
Location:	Frederick, MD	Experience Required:	3 years
Salary Range:	DOE	Position Type:	Direct Placement

Applications Accepted By:

E-mail:
bkohan@catalystinnovativesolutions.com Subject
 Line:
 Maintenance Manager – Frederick, MD

Mail:
 Catalyst Innovative Solutions
 21661 Brookhurst St, #232
 Huntington Beach, CA 92646

Job Description

Job Title: Maintenance Manager- Fulfillment

Position Summary

Responsible for the technical and professional leadership of the Maintenance department. Ensure maintainability and reliability of equipment and buildings at the Fulfillment Center and respective Spoke (cross dock) locations to achieve a high level of asset preservation at a reduced total operating cost. Ensure that service level targets are met or exceeded, as well as providing rapid response to urgent requests. Demonstrate the company's core values of respect, honesty, integrity, diversity, inclusion, and safety.

Essential Job Functions

- Identify and address problems in a timely fashion providing a trouble-free environment for associates
- Identify critical inventory levels for all necessary maintenance equipment and select the most effective and efficient suppliers
- Oversee maintenance contractors for each Spoke location and maintain multiple contractor relationships for each Spoke
- Audit contractor work at each Spoke location to ensure service is maintained • Plan, budget and execute capital improvement projects for the ongoing operational needs, including technology, facilities and equipment
- Establish facility sanitation goals and maintain appropriate documentation to meet or exceed the standards set by regulatory agencies

- Direct the activity of Maintenance team to ensure proper and timely repairs and execution of projects
 - Partner with management in establishing and refining preventative maintenance programs, associate training, manpower scheduling techniques, parts room inventory, efficiency improvement programs, regulatory compliance programs, energy management/utility control, etc.
 - Perform data analysis to determine root cause for the most critical and repetitive failures. Analyze equipment history to identify specific failures and effectively address them
 - Direct the activity of the Maintenance team to ensure proper and timely repairs and execution of projects
 - Establish work measurement techniques, determine effectiveness and identify areas for improvement
 - Administer the Preventative Maintenance/Predicative Preventative Maintenance (PM/PPM) programs and inventory for all equipment
 - Lead department using industry current predictive maintenance practices and technology
 - Avoid waste and misuse of product and materials
 - Supervise and coach direct reports in the performance of their duties; completes performance reviews and provide feedback to direct reports
 - Travel independently as required
 - Must be able to perform the essential job functions of this position with or without reasonable accommodation Minimum Position Qualifications
 - Any management skills and operational experience in a warehouse setting
 - Any Computerized Maintenance Management Software (CMMS) experience
 - Any experience with Microsoft Office software programs
 - Excellent oral/written communication skills
 - Strong leadership and interpersonal skills and the ability to develop others.
 - Ability to maintain positive working relationships with third-party contractors
 - Ability to lead, train and motivate a team
- Desired Previous Experience/Education
- Bachelor's Degree

- Any plant engineer experience
- Any previous experience managing cross dock locations
- Any maintenance planner/scheduler experience

Education Level: Bachelor's Desired

Required Travel: Up to 25%

Required Certifications/Licenses: None

Position Type: Full-Time

Catalyst Innovation Solutions
949-825-5941